

Approved

**Wethersfield Library Board
Minutes of January 28, 2014**

Members present: Joe Aguiar, Dorene Ciarcia, Mary Frazeur, John Gallivan, George Kelly, Laila Mandour, Stephanie McKenna, Penny Stanziale.

Others: Laurel Goodgion, Library Director; Martha Mayer, Friends of Wethersfield Library.

CALL TO ORDER: Chairman Dorene Ciarcia called the meeting to order at 7:00 p.m.

PUBLIC COMMENT: None .

ADDITIONS TO THE AGENDA:

Voting on new secretary to fill vacancy.

Executive session to discuss personnel issues.

FRIENDS OF THE LIBRARY:

Martha Mayer reported that the Friends approved funding for the purchase of two book carts for the Friends to use, funds for the purchase of the Ancestry database, \$2,500 to enlarge the Book Nook sale area and \$1,500 for the purchase of Metropolitan Opera DVD's of their simulcast performances. They are planning an opera gala night on May 1st to introduce the new DVD collection. The Friends are once again accepting book donations for their sales.

TOWN COUNCIL LIAISON: No report.

LIBRARY BOARD CHAIRMAN:

Dorene discussed the proposed budget process. The proposed library budget will be presented to the Library Board for approval at the February 25th Board meeting. It will be very important to have a quorum at that meeting.

Ellyn Laramie has resigned from the Library Board so the Board needs to appoint a new secretary. Penny Stanziale moved and Stephanie McKenna seconded to appoint George Kelly as secretary. All were in favor.

APPROVAL OF THE MINUTES

It was moved by Penny Stanziale and seconded by Stephanie McKenna to approve the minutes of December 3, 2013 as amended. All were in favor. Laila Mandour, Mary Frazeur and Stephanie McKenna abstained.

LIBRARY DIRECTOR'S REPORT.

Laurel reported that the area displaying new books has been expanded. The new DVD shelving which the Board funded is being installed on Friday. It will be used for DVDs in series. Town Council will be touring town buildings, including the Library, on Friday.

The ergonomic assessments made by CIRMA, our risk insurer, of staff workstations have been very helpful.

POLICY REVIEW

The Library Board/Library Director Relationship policy was presented. George Kelly moved and Joe Aguiar seconded that the policy be affirmed. All were in favor.

COMMITTEE REPORTS

Finance Committee: Dorene reported that the Finance Committee had met just before the Board meeting. Laurel presented her goals for the 2014-2015 proposed Library budget.

Outreach Committee: Stephanie reported that the committee had met to discuss re-designing the Library Legacy brochure. The committee is also working on a date for the Teen Poetry Night event in April.

EXECUTIVE SESSION

Penny Stanziale moved and John Gallivan seconded that the Board go into executive session to discuss personnel issues. The Board entered executive session at 7:27 p.m. Martha Mayer was invited to stay. The Board came out of executive session at 7:52 p.m.

Penny Stanziale moved and Laila Mandour seconded that the meeting be adjourned. The meeting was adjourned at 7.53 p.m.

Respectfully submitted,
George Kelly, Secretary